

CONFIDENTIAL

1 October 1951

ADMINISTRATIVE SERVICES OFFICESLOT T/OINCUMBENTPENDING OR VACANT25X1 GENERAL SERVICES DIVISION (CONTINUED)
RECORDS MANAGEMENT AND DISTRIBUTION BRANCH

GS-13 Records Officer

GS-5 Clerk-Steno

Vital Materials Section

GS-7 Analyst Supvr.

GS-5 Clerk

GS-3 Microphotographer

Records Analysis Section

GS-12 Analyst Supvr.

GS-11 Analyst

GS-9 Methods Exam-Records

GS-9 Analyst

GS-7 Analyst

GS-3 Microphotographer

Archives Section

GS-9 Analyst Supvr.

GS-7 Analyst

GS-5 Analyst Typist

[redacted] GS-12
Q-19-51 Sec. req. 8-24

25X1

Trans. from

(Trans. [redacted]
27-51)

9-15-51

25X1

[redacted]
7-16-51 (SC)

25X1

lease [redacted] (GS-11)
(Sec. cl. only 7-25-51)

25X1

GS-7) [redacted] (Sec. only
5-17-51) F.C. 8-22-5125X1
25X1**CONFIDENTIAL**

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1 October 1951

ADMINISTRATIVE SERVICES OFFICE

SLOT I/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Archives Section (Continued)

25X1

GS-4 Clerk
GS-3 Microphotographer

Clerk-Stenographer)

(GS-4)
GS-3

5-25-51

25X1

25X1

Mail Control Section

GS-9 Supervisor

GS-8 Supervisor

GS-6 Mail Supervisor
GS-6 Courier

GS-5 Courier

GS-5 Mail Supervisor

GS-4 Mail Clerk

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ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

25X1

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail Control Section (Continued)

GS-5 Secret Courier

GS-4 Courier

GS-3 Courier

GS-3 Mail Clerk

CPC-4 Messenger

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Approved For Release 2005/08/24 : CIA-RDP70-00211R000300200006-9

CONFIDENTIAL

1 October 1951

ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail Control Section (Continued)

25X1

CPC-3 Messenger

GS-4 File Clerk

Total T/O - General Services Division

Total Training Pool - General Services Division

Grand Total - General Services Division

Pending Recruitment Request for Couriers

25X1

#3972 P-2h-51 Courier

* Training Pool Positions

CONFIDENTIAL

CENTRAL INTELLIGENCE AGENCY
 OFFICIAL ROUTING SLIP

TO	INITIALS	DATE
1 <i>Chief, Res. Mgt. & Dist.</i>		
2		
3		
4		
5		

FROM	INITIALS	DATE
1 <i>Adm. Off. - Adm. Services</i>		
2		
3		

☐ APPROVAL ☒ INFORMATION ☐ SIGNATURE
☐ ACTION ☐ DIRECT REPLY ☐ RETURN
☐ COMMENT ☐ PREPARATION OF REPLY ☐ DISPATCH
☐ CONCURRENCE ☐ RECOMMENDATION ☒ FILE

REMARKS:

31-3 for [] was cancelled 9-14-51 — He declined.

04/m

CONFIDENTIAL

1 October 1951

ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION

25X1

GS-11 Chief
GS-13 Asst. Chief
GS-5 Clerk-Stenographer

pdg. 9-19-51

T/O Transfer

VACANT

25X1

9-11-5125X1